

NJDOT Bureau of Research  
QUARTERLY PROGRESS REPORT

Project Title:	<i>ADA Program review, Training, and Support Services</i>		
RFP NUMBER: 7057816	NJDOT RESEARCH PROJECT MANAGER: Stefanie Potapa		
TASK ORDER NUMBER:: 7	PRINCIPAL INVESTIGATOR: Agnes Muszynska		
Project Starting Date: 5/6/2009 Project Ending Date: 1/5/2010	Period Starting Date: 04/1/2009 Period Ending Date: 06/30/2009		

Task	% of Total	% of Task this quarter	% of Task to date	% of Total Complete
1. Transition Plan support	28%	15%	15%	4%
2. Develop training	17%	12%	12%	2%
3. Review ADA integration	26%	0%	0%	0%
4. Final Report	11%	0%	0%	0%
TOTAL	100%			6%

**Project Objectives:**

The objectives of this project are to:

1. Review up to five other recent agency Transition Plans to serve as best examples for the development of the NJDOT Transition Plan; provide support for drafting of Transition Plan.
2. Develop training materials for in-house staff training on ADA requirements.
3. Review integration of ADA requirements into select NJDOT documents.
4. Develop Final Report to summarize output of Tasks 1-3.

**Project Abstract:**

For the New Jersey Department of Transportation (DOT), Cambridge Systematics is providing research support for NJDOT's ADA program by providing a review of best practices for Transition Plan development and support for the drafting of a new plan; development of training materials for an internal "train-the-trainer" program; review of select Department of Transportation (DOT) documents for integration of ADA requirements; and compilation of a Final Report to summarize findings.

1. Progress this quarter by task:

- ♦ Task 1: Begun to identify state leaders in Transition Plan development and collecting their Transition plans, including select states and municipalities identified during the Kick-Off Meeting on June 11, 2009.
- ♦ Task 2: Begun gathering "best practice" training materials from other agencies— including Florida DOT and Maryland DOT— and from MDOT SHA Peer Exchange participants from a January 2009 Peer Exchange session.
- ♦ Task 3: Task not yet begun; trying to establish contact person within DOT to coordinate an agreed upon approach for the document review process.

- ♦ Task 4: Task not yet begun.

## 2. Proposed activities for next quarter by task

- ♦ Task 1: Continue progress on gathering best practice Transition Plans. Develop and distribute pre-interview survey to NJDOT ADA Work Group participants for future interviews for the data gap analysis subtask. Conduct interviews and develop gap analysis summary.
- ♦ Task 2: Continue progress on gathering training materials and begin developing Power Point slides to NJDOT review.
- ♦ Task 3: Begin review of select NJDOT documents, including Design Manual for Roadways, Specifications for Road and Bridge Construction, and curb installation schedule (document in development)
- ♦ Task 4: No activity anticipated.

## 3. List of deliverables provided in this quarter by task (product date)

None

Total Project Budget	\$123,570
<b>Contract Amount:</b>	\$123,570
Total Project Expenditure to date	\$7,800
% of Total Project Budget Expended	6%